



**NSA Mid-South
Base Operating Support
(BOS) Facilities Support Contract
Pre-Proposal Conference and Site Visit
Kickoff Briefing**

**RFP N69450-16-R-2123
19-20 October 2016**

Agenda



- ☐ **Welcome and Introductions**
- ☐ **Overview of the Contract**
- ☐ **BOS Services Proposal Requirements**
- ☐ **Solicitation Documents**
- ☐ **PWS General Information**
- ☐ **BOS Services PWS Structure**
- ☐ **Lessons Learned**
- ☐ **Submission of RFP/Site Visit Questions and Answers**
- ☐ **Site Visit Schedule**

Overview of the Contract



General Description:

The outcomes to be achieved are Base Operations Support (BOS) Services at Naval Support Activity (NSA) Mid-South, Tennessee. This BOS services include all labor, supervision, management, tools, materials, equipment, facilities, transportation, incidental engineering, and other items necessary to provide Facility Investment, Custodial, Pest Control, Integrated Solid Waste Management, Splash Park Operations/Maintenance, Grounds Maintenance and Landscaping, Pavement Clearance, Utilities Management, Electrical and Wastewater Distribution Operations/Maintenance, Water Production/Distribution, Base Support Vehicles and Equipment, and Environmental services. The outcomes for this acquisition are consistent with the Federal Acquisition Regulation (FAR) 37.101 definitions for service contracts.

Proposal Requirements



- ☐ **Volume I – Responsibility Determination Binder**
- ☐ **Volume II – Price Proposal**
- ☐ **Volume III – Technical Proposal**
 - ☐ Factor 1 – Corporate Experience
 - ☐ Factor 2 – Management
 - ☐ Factor 3 – Technical Approach
 - ☐ Factor 4 – Safety
 - ☐ Factor 5 – Past Performance
- ☐ **Basis for Award: Best Value – Tradeoff**
- ☐ **Facility Service Indefinite Delivery Indefinite Quantity Type Contract**
 - ☐ Comprised of both Recurring Work and Non-Recurring Work Items.
- ☐ **Period of Performance: Base period of one year (twelve months) and seven one-year option periods, not to exceed a total of 8 years (96 months).**
 - ☐ FAR 52.217-8 Option (up to 6 months, if necessary)

Solicitation Documents



☐ Solicitation, Attachments, and Amendments

- ☐ Posted on the Navy Electronic Commerce Online and Federal Business Opportunities websites at:
 - ☐ <https://www.neco.navy.mil/>
 - ☐ <https://www.fbo.gov/>
- ☐ Vendors are encouraged to register on both sites to receive automatic updates regarding the solicitation.

PWS General Information



- ❑ Supports PBSC (Performance Based Service Contracting)
- ❑ Uses Navy-wide templates
- ❑ Standard structure
 - ❑ Tabular format
 - ❑ 1 standard functional annex
 - ❑ Annex 1 – Contains information relevant to the entire scope of the contract.
 - ❑ Annex 2 – Management and administration requirements relevant to the entire scope of the contract (including mobilization/demobilization).
 - ❑ Annexes 3 through 18 contain the technical information and requirements peculiar to that technical annex. Each of these annexes can contain 1 or more sub-annexes.

PWS General Information



□ SECTION C: Annex Content – Technical Annexes 3 - 18

Spec Item	Standard Use	Priced
1	General Information Non-cost information unique to the understanding of the technical requirements of this specification	No
2	Management & Administration Management and administrative requirements unique to the planning, execution, management and administration of the performance requirements of this specification. This cost is spread to Spec Item 3 for Recurring Work or Spec Item 4 for 100% Non-Recurring Work.	Yes
3	Recurring Work All Recurring Work technical requirements of this specification.	Yes
4	Non-Recurring Work A pre-priced list of unplanned and unscheduled Unit Priced Task (UPT) Work (non-negotiated) and Unit Priced Labor (UPL) Work (negotiated).	Yes

PWS General Information



☐ **SECTION F: Summarization of reports**

- ☐ Contains a summary list and examples of data deliverables and reports

☐ **SECTION J: Documents, Exhibits, and Other Attachments**

- ☐ Recurring Work ELINs

- ☐ Non-Recurring Work ELINs

- ☐ Completion times for each ELIN in accordance with Section G of the Solicitation.

- ☐ Client ordering of pre-priced line items via task order

- ☐ Other attachments

- ☐ Definitions and Acronyms

- ☐ Directives, Instructions, and References

- ☐ Inventories and Maps

- ☐ Descriptions, Locations, and Frequencies for Scheduled Work

- ☐ Standard numbering convention

- ☐ Numbering example: "J-0200000-07"

NSA Mid-South BOS Services

PWS Structure



- ☐ **Annex 1 (0100000) – General Information**
- ☐ **Annex 2 (0200000) – Management and Administration**
- ☐ **Annex 15 Facilities Support**
 - 1502000 – Facility Investment
 - 1503010 – Custodial
 - 1503020 – Pest Control
 - 1503030 – Integrated Solid Waste Management (ISWM)
 - 1503040 – Other (Splash Park)
 - 1503050 – Grounds Maintenance and Landscaping
 - 1503060 – Pavement Clearance
- ☐ **Annex 16 Utilities**
 - 1601000 – Utilities Management
 - 1602000 – Electrical
 - 1604000 – Wastewater
 - 1606000 - Water
- ☐ **Annex 17 (1700000) Base Support Vehicles and Equipment (BSVE)**
- ☐ **Annex 18 (1800000) Environmental**

Lessons Learned (prior to proposal submission)



- ☐ **Verify accuracy of SAM**
- ☐ **Sign and return all solicitation amendments**
- ☐ **Ask questions if you are uncertain about something**
- ☐ **Create a checklist to ensure you have addressed all requirements**
- ☐ **Do not provide company brochures**
- ☐ **Number proposal pages consecutively and stay within the page limitations provided**
- ☐ **Make sure insurance information is up-to-date for the safety factor**
- ☐ **Do not copy and paste from a prior proposal**
- ☐ **Clearly label and separate/tab each factor in your proposal**
- ☐ **Address every element within each factor**

RFP/Site Visit Questions and Answers



☐ All Site Visit Questions must be submitted in writing

- ☐ This ensures all potential offerors receive accurate information at the same time.
- ☐ Follow the instructions in the RFP for submission of Pre-award Inquiries and use the Government Pre-award Inquiry Form (GPIF).
- ☐ Deadline for questions and Pre-award Inquiries is:
2:00 PM EDT, 25 October 2016.
- ☐ Site visit questions and answers will be posted to NECO and FBO. Site visit questions resulting in a change to the solicitation will be addressed in an amendment.
- ☐ Submit all questions in writing to nicole.pearson@navy.mil (with a copy to cari.fiebach@navy.mil).

☐ The list of site visit attendees will be posted on NECO/FBO.

*** Do not attempt to contact the Government site visit points of contact for additional information ***

Site Visit Schedule



NSA Mid-South 19-20 October 2016

0800	Kickoff Meeting at the Pat Thompson Center- PWD/ACQ
0930	Pick up from the Pat Thompson Center and depart for tour.
0945	BOSS Warehouse Building 242 walk-through
1015	Transportation Building 940 walk-through
1030	Drive by Recycling Area/Pest Control Building
1035	Drive by BOSS Storage Building 235
1040	Drive by Utility Laydown yards on Perimeter Road
1045	Water Plant walk-through
1130-1230	LUNCH
1230	Pick up from the Pat Thompson Center and depart for tour.
1240	Building 791 walk-through
1330	Building 769 Mechanical Room walk-through
1415	Child Development Center (CDC) walk-through
1445	Drive by Vet Clinic
1450	Drive by Splash Park
1500	Building 457 walk-through
1600	Return to Pat Thompson Center
	End of Day 1

Site Visit Schedule

0800	Pick Up from the VCC and depart for tour to LCC
0845-1045	Arrive at LCC and start walk-through
1045	Depart LCC for NSA Mid-South
1130	Arrive at Pat Thompson Center
1130-1230	LUNCH
1230	Depart Pat Thompson Center for tour
1240	Building 455 Mechanical Room walk-through
1300	Building 453 Walk-through
1330	Drive by 599
1335	Drive entire perimeter road/ Grounds/Ditch Maintenance discussion
1400	Drive by substations/lift stations around the base
1430	Building 787 walk-through
1515	BOSS Office Space Building 781/ EMS System walk-through
1600	Return to Pat Thompson Center- END OF SITE VISIT
	End of Day 2

* Meeting Point for the Site Visit is the NSA Mid-South Conference Center (Pat Thompson Center) at 5700 Attu Street, Millington, TN 38053.
Tour van(s) will be stationed at that location.